

MODIFIED CLASSIFICATION REVIEW DESIGNATIONS

Modified Classification Review (MCR) is a designation attached to each classification in the Pay Scales which identifies when allocation and/or refill of a position by a department requires prior approval by the Department of Personnel Administration (DPA) staff. Department staff involved in the position allocation process is always encouraged to contact DPA staff when there is any question as to the appropriateness of an allocation, irrespective of a class "MCR" designation.

MCR I

Classes designated as "MCR I" do not require DPA staff approval prior to making an initial allocation or refilling a vacant position. However, position allocations which are exceptions to established criteria will require DPA approval.

MCR II

Classes designated as "MCR II" require approval by DPA staff prior to making an initial position allocation or when the organization structure in which a position is found changes substantially. However, refills of positions where there are no or very minor changes in duties or organization structure do not require prior approval by DPA staff.

MCR NONE

Classes designated as "MCR NONE" must always be approved by DPA staff prior to making any position allocation including refills of positions with no change in duties or organization structure. A "MCR NONE" designation is typically assigned only to the highest level, most sensitive classes, to classes used by multiple departments, and /or occasionally, to newly established classes.

RESTRICTIONS ON A DEPARTMENTAL BASIS

The departments listed below have further restrictions placed on the following classes:

California Energy Commission

Staff Services Manager I	MCR Ø
Staff Services Manager II (Managerial)	MCR Ø
Staff Services Manager II (Supervisory)	MCR Ø
Staff Services Manager III	MCR Ø

Department of Consumer Affairs

Staff Services Manager I*	MCR Ø
Staff Services Manager II (Managerial)*	MCR Ø
Staff Services Manager II (Supervisory)*	MCR Ø
Staff Services Manager III*	MCR Ø

*Effective 09/01/11

California Prison Industry Authority

Staff Services Manager I*	MCR Ø
Staff Services Manager II (Managerial)*	MCR Ø
Staff Services Manager II (Supervisory)*	MCR Ø
Staff Services Manager III*	MCR Ø

*Effective 10/01/11

